



State Of Maryland
Department Of Public Safety & Correctional Services
Emergency Number Systems Board
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MINUTES

(January 29, 2002)

Board Members In Attendance

A. Myers, PSC Acting Chairman
J. Chang, Wireless
J. Crabill, APCO
J. Edwards, Public At Large
R. W. Hart, Wireline Utility
T. H. Miller, MIEMMS

W. E. Mullikin, Emergency Mgmt. Srv.
W. H. Walton, Public-at-Large
J. K. Battle, Financial Coordinator
J. S. Whitney, Coordinator
R. Eaton, ENSB Secretary

Board Member(s) Not In Attendance

P.M. Hurlock, Volunteer Fire Services
M. E. Schaal, Fire Career
G. T. Steele, MD State Police

Board Vacancies

Police Services
Public-At-Large

Guests

Sheila Boswell, Charles Co.
Brian Ebling, Caroline Co.
Rob Drake, Verizon
Bill McKeldin, Howard Co.
Chris McNamara, Howard Co.
Walt Puller, Verizon
Teresa Owens, Worcester Co.

Buddy Redman, Carroll Co.
Cathy Kurnas, Anne Arundel Co.
Phil Taylor, Queen Anne's Co.
Randy Waesche, Frederick Co.
Ray Windisch, Baltimore Co.
Shirley Wood, St. Mary's Co.
Mitchell Vocke, Harford Co.

Opening

Tuesday, January 29, 2002, at 10:30 a.m. Anthony Myers, Acting Chairman began the Board meeting by thanking everyone for attending the first Board meeting of the year 2002.

Chairman Myers informed everyone that the Director, Scott Whitney and the Fiscal Director, Kenneth Battle were called to Annapolis to participate in the Budget Hearing for the Department of Public Safety & Correctional Services as it relates to the Emergency Number Systems Board. Chairman Myers reported that Senate Bill 323 if passed would diminish the Trust Fund in the amount of 5 million dollars. Until the Board has some clarification as to the pending legislation the Board is going to defer action on the current pending requests.

New Business

Financial Overview:

Chairman Myers reported that to date there is approximately a balance of \$1.9M in the Trust Fund. However, as previously mentioned there is pending legislation that would affect the Board in the amount of 5 million dollars, which would put the Board into a moratorium for some time (approximately a year). Last year the Board was in a state of a moratorium and it is not something the Board looks for and hopefully it will be something that can be avoided.

Strategic Planning Initiative:

Chairman reported that approximately a month ago the Board sent out letters to the county executives asking for an updated forecast as to what the counties will be requesting in the next three out years. This was a follow-up a previous survey sent to PSAP directors. The Board felt it was very important to resend the survey in light of the September 11th event and the Board also believe that it is a significant issue to send it to the county executives. There are approximately six to eight counties that have not responded to the survey and the Chairman Myers encourages the counties that have not responded to respond. If a county has responded to the first survey the Board is asking for a response from the second survey, therefore the Board should have two responses from each county.

Not only is it an issue of the budget but also, it is particularly important considering the pending wireless legislation. It is important for the Board to receive this information so it can strategize its future activities. One of the things the Board is attempting to capture in the second survey is any change that has occurred since the September 11th. A number of counties are rethinking their strategies and the Board wanted to give the counties an opportunity to give additional information as to any changes they are planning to do to the operations. If there are no changes submit an updated copy of the first survey.

It is important for the Board to have responses from all counties to the extent that the Board is called in front of the legislators. The Board wants to have evidence of the impact that the legislation would have on the PSAPs.

The Board would like everyone to treat this matter as a critical one and to send in the responses as soon as possible.

Training Director:

Training Committee:

Mr. Redman reported that he has contacted all of the previous members of the Training Committee, most are still interested in working on the committee, and some have moved on in their careers. Redman stated that if anyone is interested in working on the committee to contact the ENSB's Director.

Redman also reported that there are people on the Eastern Shore that are in need of training. He has also been approached by someone who is APCO certified that is interested in teaching the ECS program.

Request For Funding & Reimbursement(s)

Chairman Myers reported that the Board has received several requests that are cited on the agenda from various counties for funding. At the executive session held on January 4, 2002 the Board met with some of the counties just to get a better understanding of the requests. The Board appreciates those counties who participated. The Board does not vote at the executive sessions they are informational sessions only. Since the last executive session Senate Bill 323 has been introduced. The Bill if enacted, would encumber 5 million dollars of the Trust Fund, which would have a significant impact on the Board's ability to fund projects.

Chairman directed that the agenda be changed to show that all of the pending request be deferred until further notice and the Board can figure were we are. The Board understands that there are counties that wanted to be heard and the Board will give them an opportunity.

Pending Request(s):

- Talbot County -- Mapping (\$461,415) -- Talbot County chose not to address the matter at this time.
- Frederick County -- Fiber Diversity (\$169,165) --- Mr. Waesche, Director of Frederic County addressed the Board by informing them that they are currently under construction and understand what the Board is faced with. Mr. Waesche asked would it be possible for the Board to vote pending the availability of funds?

Mr. Walton asked what impact does it have on the county if the Board does not fund the project?

It is the understanding that they need the guarantee for the integrity of the 9-1-1 system. It probably would stop the project. Rob Drake of Verizon mentioned that the work has started but since the issue of funding has come up the work has stopped.

Chairman asked if the county is the county prepared at all to fund this project?

The Frederick County does not have the resources to get the additional funding for this project. The whole project was thirteen million dollars and is a three agency building under construction and if it were just affecting the communications center then the county would be willing to wait. It involves

the State Police, County Sheriffs Department and the Communications Division as well. With the time constraints it will be holding up other agencies.

Chairman asked is it that the center will not open or is it that the county will not have fiber diversity?

There will not be any diversity on the trunks. A redesign would have to be done to do it with copper and then there would be no diversity.

- St. Mary's County -- Amendment to project 99-35 (\$7,990) – St. Mary's County chose not to address the matter at this time.
- Worcester County -- Workstations (\$62,500) -- Logging Recorder (\$70,088) – Ms. Teresa Owens, Director of Worcester County addressed the Board

Motion: John Crabill motioned that pending the action on Senate Bill 323 that the Board put in a moratorium until it receives further clarification of what is going to happen to the fund. Crabill mentioned that he has a problem with granting funds and have to take it back because the State has encumbered the funds. Crabill suggested that if the Board has to it will call an emergency general session and act on the pending request before the Board as soon as possible. The motion was second and all Board members approved.

Chairman Myers added that he thinks that it would be a worst-case scenario to award the county the funds and have to take it back because of the Senate Bill. Until the Board gets some clarification, as soon as the Board knows where they are he has no problem in calling an Emergency Board Meeting to continue the funding requests.

Procedures in requesting Funding

Many questions were asked in regards to the funding procedures and chairman Myers informed everyone that the procedures go as follows:

- ✓ Counties should make a written request to the Board. [13 packets -- one for each Board Member]
- ✓ Counties should have three competitive bids if it's not a sole source item.
- ✓ Counties should have prior approval from the Board on projects before starting the project.
- ✓ Once project is complete the county should submit a copy of the approval letter, copies of the paid invoices and a cover memo.

Scheduled Board Meetings

February 22, 2002 – Executive Session

March 26, 2002

May 28, 2002

July 30, 2002

September 24, 2002

November 26, 2002

Note: General Public Sessions will begin at 10:30 a.m. Notification of location will be verified later.
These are tentative dates, should they change notification will be given.

Adjournment

Chairman Myers adjourned meeting at 12:04 p.m. The next general meeting will begin at 10:30 a.m. on March 26, 2002. Notification of location will be provided later.

Anthony Myers

Anthony Myers, Acting Chairman
Emergency Number Systems Board

Cc: Stuart O. Simms, Secretary – Department of Public Safety and Correctional Services
G. Lawrence Franklin, Assistant Secretary - Dept. of Public Safety and Correctional Services
Jumary West, Financial Manager - DPSCS